

### ABSTRACTING INSTRUCTIONS

The purpose of an abstract is to permit the reader to decide whether the source being abstracted is important and relevant enough to be consulted in the original. Therefore, an abstract must include the author's (1) data collection, (2) analysis, and (3) evaluation and/or conclusion processes. From all three aspects of the paper the crucial operations which represent the skeletal structure of the paper must be selected and reported. Thus, the reader is able to visualize the intellectual-operational processes used by the author. This means selection, and no avoidance of this is possible or desirable. To do this well, the abstracter must ask three basic questions:

- (1) What does the author do? What hypotheses are formulated? What phenomena are studied? What concepts, theories, ideas, notions, thoughts, or hunches are discussed?
- (2) How does the author do it? What data are used? What is their origin? Are they primary or secondary data? What methods are used for isolating, manipulating, and summarizing the data? What concepts, definitions, typologies, and tests are used? How, in other words, is analysis and/or synthesis accomplished?
- (3) What does the author conclude? Are the hypotheses, ideas, concepts, theories, etc., accepted or rejected? What conclusions are drawn? What relationships are found, confirmed, or rejected? Briefly, what are the major findings?

When reporting on discursive or philosophic papers, or when abstracting ethnological materials such as myths, autobiographies, oral traditions, etc., all applicable instructions presented above should be used. In addition, the abstract must contain the rubrics used by the author to organize this material, followed by a brief description of the rubrics and the content of the paper. It should represent the author's logical structure so that the reader, without having to read the step-by-step description of the author's reasoning, may yet understand the author's trend of thought. Any new concepts or constructs that are developed must be presented in the author's words by quoting his definitions and/or descriptions.

IN SHORT, the abstract must be in such a form that the reader is able to determine what problem is investigated, how it is investigated, and what the conclusions are. It must give the minimum substantive information from which the reader can infer the nature and the character of the investigation reported.

(This is a modified version of the instructions distributed by Sociological Abstracts Inc.)

NOTE: Do NOT use abbreviations in abstracts.

An abstract should ordinarily not exceed ca. 250 words.

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### ASSIGNMENT ONE:

DUE: 14. October

TASK: Following the above instructions, write an abstract of Ch.1 of Hervé Savon "Du Cannibalisme au Génocide", an English version of which has already been distributed.

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